

Meeting of the Board of Directors November 10th, 2015

Meeting Location: Academy of Career Exploration, 155 Harrison Street, Providence, RI 02907
Date & Time: November 10, 2015, 4:30 pm
Directors Present: Jane Nugent, Kerry Altman, Carmen A. Ferguson, Kathleen Fisher, Marion Hague, Alan Neville, Donna Paine, Phil Zarlengo, Jennifer Pierce, Laurie Devlin, Nicky Nichtern, Michael Jarrett, Ela Silva.
Others Present: Mario Cirillo, Head of School, Randy Dittmar and Roger Ray, Dittmar, McNeil, & Ferrolito, LLC, Luke Driver, Curriculum and CTE Director, Vanessa Toledo-Vickers, ACE Director of Operations, Susan Ahlstrom, ACE Director of Development.
Directors Absent: Roberto Garcia, Denise DeBarros
Presiding Officer: Jane Nugent

ANNUAL MEETING

I. Call to Order

Board Chair Jane Nugent called the meeting to order at 4:35 pm

II. Roll Call

III. Public Comment

There was no public comment.

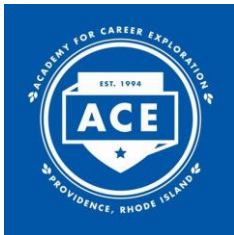
IV. State of the State of the Budget

Mr. Dittmar distributed a Balance Sheet and P&L. He explained that the hard work of increasing revenues and reducing expenses has paid off and the school has a better cash flow than it has had in a decade. We have a balanced budget and we are doing a lot of work to increase our revenues. We continue to work hard to meet all the ratios that RIDE requires from us. Ms. Nugent added that we want to make sure that the audit is completed in a timely manner.

V. State of the State of the Board

Ms. Nugent welcomed our new Board Members, Laurie Devlin, Nicky Nichtern and Jennifer Pierce. She also thanked Ms. Paine, who is retiring from the Board today, for all her work on the board for the past four years and presented her with a small token of our appreciation.

Ms. Nugent thanked Mr. Neville and Ms. Paine for their help in recruiting new board members. She announced that Ms. Nugent and Mr. Neville will be retiring from their role as Chair and Vice Chair of the Board and will remain on the board through the end of the school year as ex-officio members. Ms. Fisher and Ms. Hague will co-chair the



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Board with Ms. Altman as Vice Chair will focus on Parent Engagement Strategy. Ms. Devlin will become our liaison to the financial activities and will work on a monthly basis with the Dittmar team to review financials.

Ms. Ferguson and Ms. Pierce will work on the Head of School evaluation and will transition over the next few months to prepare for the mid-year evaluation which happens in January.

Ms. Nugent asked that at the December meeting the ACE team present the “case” for the school and how we take that story out to prospective private funders. She also mentioned that Mr. Neville and Mr. Zarlengo will review the Charter and Bylaws to update them. She emphasized that the review will not include any aspects of the collective bargaining agreement. She also indicated that they are looking to bring members that bring the CTE perspective. We are also in the process of recruiting and parent Board Member to replace Mr. Garcia.

Dittmar will continue to serve as our business managers and Mr. Aaronson will continue to be our auditor. Mr. Plain will continue as our school attorney and the EBEC team will continue to support the academics.

Ms. Neville indicated that he is very pleased with the composition of the board and the progress we have made.

Ms. Fisher moved and Ms. Paine seconded a motion to accept the report on the State of the Board. The motion passed by unanimous vote of the members.

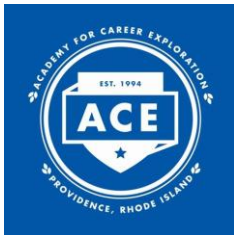
Ms. Hague added that the Board would like to thank Ms. Nugent and Mr. Neville for all the work they have done for our school.

VI. State of the State of the School

Dr. Cirillo reported that there is much activity going on at ACE. He shared a written statement which he read to the board with highlights of the state of the school. He also shared a document titled “State of the School” that details all of the activities.

VII. Adjourn

A motion to adjourn was offered by Ms. Hague and seconded by Ms. Fisher. The meeting adjourned at 5:05 pm.



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BOARD MEETING AGENDA

I. Call to Order

Board Chair Jane Nugent called the meeting to order at 5:05 pm

II. Roll Call

III. Public Comment

There was no public comment.

IV. Chair's Opening Remarks

There were no additional remarks.

V. Board of Directors Meeting Minutes

Mr. Jarrett moved and Ms. Silva seconded a motion to approve the October 13th meeting minutes. The motion passed by unanimous vote of all members present.

VI. Executive Session Pursuant to R.I.G.L. §42-46-5 (a)(2)

Sessions pertaining to reasonably anticipated litigation pertaining to Perkins Grant - Discussion/Vote Regarding Receipt of Inadequate Perkins Funds and next steps to address same

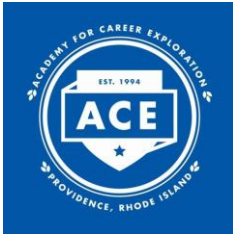
The group did not go into executive session.

Dr. Cirillo updated the group on the status of our federal funding, the public information request to PPSP, and the status of the response to date. He explained the next steps to get assistance from RIDE in this matter. Mr. Neville provided some background regarding the development of the MOU and the status of the relationship established through that document. Dr. Cirillo explained, for those new to the Board, how funding works through Perkins and other entitlements.

VII. Board Member Nominations

Mr. Neville presented two candidates for the Board, Jamie Scurry and Dr. Victor Fay-Wolfe. She explained that they both have been working with Dr. Cirillo and Mr. Driver for a while and are committed to work with our school.

Ms. Paine moved and Ms. Altman seconded the nomination of the candidates presented tonight. The motion passed by unanimous vote of the members.



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VIII. Budget Discussion

Mr. Dittmar explained that on pages 2 and 3 of the report we show that we are on target in terms of the 1st quarter revenues. The audit is underway and we have every reason to believe that it will be completed on time. We did our report on time but it was missing the PPSD 1st quarter data. They are ready to submit the updated report. There are errors on the report (i.e., ACE was charged for a full time nurse instead of part time) but they will fix that on the 2nd quarter report. By the end of the first quarter we have a positive bottom line. He mentioned that we need to keep in mind that there might be changes to the funding formula. Dr. Cirillo added that the local control issue is a critical one for us as well. Mr. Driver added that we have found a way to access to Adobe Creative Suite for a fraction of what we had budgeted. We will be finalizing the agreement with Dean Scurry which will greatly benefit our students. We have rolled out a college level computer science course that will give our students college credit. We continue to reach out to key people to be part of the P-Tech program which has great funding potential. We met with Tim Hebert and he is going to partner with us in a number of areas which include having his engineers help us with IT issues and assist purchase equipment at a lower cost. TechCollective has a list of our equipment needs to be provided as an entrustment that allows us to train our students for the jobs that are out there.

IX. Update on Board Recruitment including Board Transition Plan

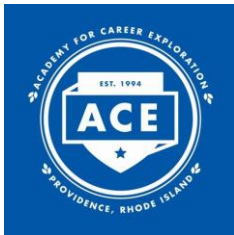
Ms. Nugent explained that over the next 90 days the leaderships of the board will transition to Ms. Fisher and Ms. Hague and they will begin by focusing on the Financials, the Mid Year HOS Evaluation and in working with Ms. Toledo-Vickers to organize the meeting agendas. She mentioned that they would like to bring the strategic plan and discussed some ideas about the timing of the Board Retreat, an annual off-site meeting that will happen in the February timeframe.

X. Head of School Report

No additional report from the HOS.

XI. Progress/Metrics for Strategic Plan

There was no further discussion.



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XII. Other New Business

Ms. Alhstrom shared a holiday appeal with the Board and asked for help in getting the appeal in the hands of friends and family. Ms. Nichtern made the first donation to the appeal at the meeting!

XIII. Inspirational Story

Dr. Cirillo shared an email we received from Carmen Diaz-Jusino, from the Center of Women and Enterprise. The message is quoted below:

"I hope this email finds you well and enjoying the crispy days of fall. Thank you so much for all the thank you letters from the students, you do not have an idea what they mean to me and how happy they make me feel. Thank you so much and remember that I am here if you or any of the students need anything. Best and thank you again, Carmen"

XIV. Adjourn

A motion to adjourn was offered by Ms. Hague seconded by Ms. Fisher. The meeting adjourned at 6:16 pm.